

## **75046 Administrator**

### **(a)**

The governing body shall delegate to the administrator authority to carry out the day-to-day functions of the clinic and the responsibility for ensuring that the clinic conforms to all applicable federal, state and local laws and regulations.

### **(b)**

The qualifications, authority, and duties of the administrator shall be defined in a job description approved by the governing body.

### **(c)**

The administrator shall devote sufficient time to administrative responsibilities to ensure the proper administration and management of the clinic. The administrator may be responsible for more than one clinic only if all clinics are operated by the same governing body.

### **(d)**

The administrator shall designate in writing an individual to act for him/her in his/her absence, in order to provide the clinic with administrative direction at all times.